



2024-2025 Student Information Release Authorization

Directions: In compliance with FERPA, and the College’s policy Student Record Access (<https://mcdowelltech.edu/family-educational-rights-and-privacy-act/>), the College is prohibited from providing certain information from your student records to a third party, such as information on financial aid, grades, billing, tuition and fees assessments, and other student record information. This restriction applies, but is not limited to, your parents, your spouse, or a sponsor.

You may, at your discretion, grant the College permission to release information about your student records to a third party by submitting this form. A separate form is required for **each** third party to whom you grant access to your student information. This form is **only** valid for the year notated at the top of the form. **The College will automatically provide the necessary information upon receipt of this completed form.**

This form may be submitted to the Office of Financial Aid.

SECTION A: Student Information	
Name (Last, First, Middle Initial)	Student ID Number
Current mailing address (street or P.O. box number, apartment number, city, state, and ZIP Code)	Daytime phone number ()
SECTION B: Third-party designee	
Name (Last, First Middle Initial) or Organization Name	
Current mailing address (street or P.O. box number, apartment number, city, state, and ZIP Code)	Daytime phone number ()
Purpose of disclosure of information (housing, scholarship award, etc.)	E-mail address
Please check one or more of the boxes below to grant authorization:	
<input type="checkbox"/> Financial Aid & Scholarship Award Information	<input type="checkbox"/> Enrollment Information (Terms & Hours)
<input type="checkbox"/> Term/Cumulative GPA	<input type="checkbox"/> Tuition and Fee Information
<input type="checkbox"/> Financial Aid Eligibility Status	
<input type="checkbox"/> Other (please specify): _____	
<i>*Please note that Financial Aid Award Information may consist of information including eligibility of awards, disbursements of awards, Satisfactory Academic Progress standing, Expected Family Contribution, Cost of Attendance, and other information.</i>	
SECTION C: Certification	
I authorize McDowell Technical Community College to disclose and discuss confidential information from my education record with the above third party, named in Section B. This authorization does not permit the third party to make any changes.	
Student’s Signature	Date